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## Suggestions for Using “Expected Employee Behaviors”

**Objectives:**

- Identify behaviors expected of employees
- Pinpoint those that are forthcoming and those that are not

**Intended Audience:**

- Managers wanting to increase productivity, follow-through, and commitment of staff
- Trainees in a managing diversity seminar

**Processing the Activity:**

- Individuals check those behaviors they expect of employees, then go back and place an X next to those they have difficulty getting.
- In groups, individuals share their checklists and discuss those behaviors that are most difficult to get from staff. They then discuss ways to get the desired behaviors from staff.
- Individuals make a commitment to take specific action to get the desired behavior(s).

**Questions for Discussion:**

- Which behaviors are hardest to get from employees?
- What might be the cultural norms influencing employees' behavior?
- How can you communicate these expectations to employees?
- What can you do to get more of the desired behaviors?

**Caveats, Considerations, and Variations:**

- This tool can be used by HR professionals or employee relations specialists in coaching managers to more effective behavior.
- This tool can also be used in general supervisory/management training courses.